

MAINTENANCE WORKER I

DISTINGUISHING FEATURES

The fundamental reason the Maintenance Worker I exists is to perform routine work in the maintenance, landscape, upkeep and repair of City medians, right-of-ways, parks and/or well sites in the Community Services Department. This classification is not supervisory. Work is performed under close of supervision by a Maintenance Worker III or similar level. The Maintenance Worker I is an entry-level class in the Maintenance Worker series. Employees learn to perform the full scope of Maintenance Worker duties. Training and close supervision is received initially and progresses to general supervision as tasks are learned and skills demonstrated. Employees may have limited or no directly related job experience.

ESSENTIAL FUNCTIONS

Performs routine work in the maintenance, landscape, upkeep and repair of City medians, right-of-ways, parks and/or well sites.

Performs trash pickup and operates a litter control device. Lifts and empties trash cans or bags weighing approximately 50 pounds.

Trims and prunes shrubs and trees.

Cleans ramadas, sidewalks, patios, etc. utilizing various manually operated tools and water hoses.

Manually rakes and weeds planters, granite areas, playgrounds and picnic areas.

Trims, and weeds areas.

Takes ownership of assigned area to produce a quality product for our customers and employees.

Manually digs up ground to perform minor sprinkler repair and maintenance.

Performs as a team player that works effectively with City staff and employees.

Preps professional baseball fields and recreation softball fields by manually watering, dragging, and packing home plates, mound areas and fields.

Accesses paved, gravel or turf park areas to perform the general grounds maintenance functions.

Visually checks for hazards and informs supervisor verbally and in writing.

Maintains a detailed written log of activities performed, and amount of time spent on each activity. Completes manual time sheet.

MINIMUM QUALIFICATIONS

Knowledge, Skills, and Abilities

Ability to:

Work varied schedule according to season, including weekends and overtime.

Perform manual work that requires standing and walking continuous periods of time with exposure to extreme weather conditions.

Comprehend and make inferences from written material and oral instructions.

Operate a personal computer to complete automated timesheet and record list of work activities.

Calculate amount of time spent on work activities.

Operate hand-held equipment weighing up to 80 pounds.

Lift and carry trashcans/bags weighing up to 50 pounds

Use visual and muscular dexterity to operate safely the heavy equipment and hand tools in the grounds maintenance trade.

Communicate effectively (verbally and in writing) and establish and maintain effective working relationships with supervisors and co-workers, and the general public.

Maintain regular consistent attendance and punctuality.

Education & Experience

Any combination of education, training and experience that demonstrates the ability to perform the duties as described.

Must have current valid Arizona driver's license and no major driving citations in the last 39 months.

FLSA Status: Non-exempt

HR Ordinance Status: Classified